

WELLSBORO AREA SCHOOL DISTRICT  
Board of Education Meeting  
May 2, 2017

Called to Order by President Matthew Feil at 6:39 PM in the Wellsboro Area High School large Group Instruction Room, 225 Nichols Street, Wellsboro, PA;

President Feil led in the Pledge of Allegiance.

Roll Call of Members: Mr. Duane Cotner; Mr. Chris Gastrock; Mr. John Hoover; Mr. Wayne Hackett; Mr. Stewart Burrous; Ms. Denise Sherman; Mr. Matthew Feil; Mrs. Susan Judlin; Mr. David Messineo; All members present.

Present were the following: Dr. Brenda Freeman, Superintendent; Mrs. Bonnie Thompson, Business Manager; Mr. Steven Adams; Mr. Michael Pietropola; Mrs. Amy Repard; Mr. Daren Bryant; Mr. Patrick Hewitt; Press: Diane Eaton (Williamsport Sun Gazette); Natalie Kennedy (Wellsboro Gazette); Linda Gamble, WASD Board Secretary;

Visitors Present: Sharon Manikowski; Susan Hackett; Debby Patterson; Tina Kreisler; Al Bieber; Resat Kutbay; Vicki Campbell; Melissa Ryan; Heather Ladd;

Announcement of Executive Session: Tuesday, May 2, 2017 at 5:30 PM, High School Faculty Room, for the purpose of Student Matter;

Concerned Resident Issues: Al Bieber, of Wellsboro, PA addressed the Board about the motion of creating a fund balance. He does not feel it should be laid on the taxpayers backs.

Approval of Agenda – A motion was made by Mr. Gastrock, seconded by Mr. Messineo, to approve the Agenda. The motion passed by unanimous voice vote.

Board Minutes/Financials - A motion was made by Mr. Gastrock, seconded by Mrs. Judlin, to approve the Board Minutes/Financials as presented:

- A. Minutes of Previous Meeting – Regular Board Meeting of April 11, 2017;
- B. Financial Reports
  - Board Summary Report (April 2017)
  - Student Activity Fund Summary (April 2017)
- C. Approval of Bills
  - 2016-2017 General Fund Invoices
  - 2016-2017 School Lunch Fund Invoices
  - 2016-2017 Capital Projects Fund

The motion passed by unanimous voice vote.

Public Comment on Title I and other Federal Programs: None

Reports:

There were no Student Representatives present at the meeting.

Superintendent Dr. Brenda Freeman presented the retiring teachers with gifts and a note of recognition as to how many years they had taught. She advised the Board that she attended the Advocacy for Education Day at the Capitol on April 24<sup>th</sup>. She mentioned the HB97 passed but is having resistance in the Senate. This bill governs charter school reform. SB 880 Graduation Requirements. Keystone Exam and Project Based Assessment are in a moratorium. There are 4 suggestions to change: State score composite Dashboard PA Future Ready; College readiness ACT, Dual enrollment;

Career Readiness NOCTI, agro science certificate, etc. Curriculum audit completed and passed each core curriculum course with a proficient or advanced grade;

Dr. Freeman also attended the PARSS Conference on April 26-28, 2017. Conference focused on rural PA Schools which are losing population across the state. She also discussed ESSA 4 focus areas: aligning curriculum with social and emotional needs; reducing assessment time on tests now by 25%; Accountability Plan. Building in two million dollars for intervention for schools; Educator Effectiveness Act 82 was created because 92% of teachers were satisfactory.

There is a teacher shortage in PA – 1<sup>st</sup> time certificated teachers 50% reduction; now it is at 63% .

Field Updates – May 8<sup>th</sup> will be when the track is installed. Concession stand update; US News Report – HS Bronze medal – Best High School.

Business Manager Bonnie Thompson reported on the revisions of the WASD Wellness Policy as well as the final budget for 2017-18.

Administrators gave their reports on their buildings and staff.

#### X. CONSENT ITEMS

A motion was made by Mr. Gastrock, seconded by Mr. Hoover, to approve the Consent Items as presented.

##### 1. ADMINISTRATION AND ORGANIZATION

###### A. Second Reading and Adoption of Revised WASD Policy #217 – Graduation Requirements

Consideration of approval of the second reading and adoption of revised Wellsboro Area School District Policy #217 -  
*Section: PUPILS, Title: Graduation Requirements as presented.*

###### B. Second Reading and Adoption of Revised WASD Policy #227 – Controlled Substances/Paraphernalia

Consideration of approval of the second reading and adoption of revised Wellsboro Area School District Policy #227 –  
*Section: PUPILS, Title: Controlled Substances/Paraphernalia as presented.*

###### C. Second Reading and Adoption of Revised WASD Policy #233 – Suspension and Expulsion

Consideration of approval of the second reading and adoption of revised Wellsboro Area School District Policy #233 –  
*Section: PUPILS, Title: Suspension and Expulsion as presented.*

###### D. Appointment of 2016-17 Independent Auditor

Consideration of approval to appoint the independent auditing firm of **Buffamante Whipple Buffafaro**, P.C., Certified Public Accountants & Business Advisors, 130 South Union Street, Suite 200, Olean, New York to perform the independent financial audit of the Wellsboro Area School District's records and to perform the single Audit of Federal Programs for the fiscal year ending June 30, 2017 at a cost not to exceed the sum of \$22,800 as presented.

###### E. BLaST, IU#17 eQUIP Online Learning Services Memorandum of Understanding

Consideration of approval for Memorandum of Understanding between Wellsboro Area School District and BLaST IU #17 eQUIP Online Learning Services which will provide services as an in-house eLearning alternative to District student leave the District to attend cyber charter schools, as well as course options for enrichment and credit recovery. Exhibits A & B set forth Service and Training Fees and 2017-18 Pearson Connexus Enrollment Licenses Fees effective for the 2017-18 school year (including summer school)

F. Federal Programs Consolidated and Other State/Federal/Private/Local Grant Opportunities

Consideration of approval that authorization be granted Patrick Hewitt, Federal Programs Coordinator/Director of Curriculum & Instruction, to submit grant applications for Federal Programs consolidated and other state/federal/private/local grant opportunities as they may become available.

G. Approval of 2017-2018 Art, General Supplies, Computer Supplies, Copy Paper Supplies, Athletic Supplies, Cafeteria Supplies and Custodial Supplies Bid with Keystone Purchasing Network (KPN)

Consideration of approval for the following bids: (Attachment X-1G)

<b>Art Supplies</b>		<b>\$ 20,331.05</b>
Pyramid School Products	\$1,374.98	
Phillips Supply Company	\$ 468.10	
Kurtz Brothers	\$2,812.12	
National Art & School Supl.	\$4,512.19	
School Specialty	\$4,864.72	
Triarco Arts & Crafts	\$ 63.56	
Cascade School Supplies	\$1,415.54	
Nasco	\$4,819.84	
<b>General Supplies</b>		<b>\$ 16,583.98</b>
Pyramid School Products	\$4,843.30	
Phillips Supply Company	\$ 621.94	
Kurtz Brothers	\$2,441.63	
National Art & School Supplies	\$5,121.07	
School Specialty	\$1,761.15	
Cascade School Supplies	\$1,587.08	
Nasco	\$ 207.81	
<b>Computer Supplies</b>		<b>\$ 489.95</b>
Phillips Supply Company	\$ 85.53	
The Tree House, Inc.	\$ 352.20	
Kurtz Brothers	\$ 52.22	
<b>Copy Paper Supplies</b>		<b>\$ 17,769.85</b>
Contract Paper Group	\$ 417.50	
Lindenmeyr Munroe	\$1,617.15	
Veritiv Corporation	\$15,735.20	
<b>Athletic Supplies</b>		<b>\$ 4,919.10</b>
Pyramid School Products	\$ 715.27	
Sportsmans	\$3,532.57	
Riddell/All American	\$ 41.40	
BSN Passons	\$ 588.28	
<b>Cafeteria Supplies</b>		<b>\$ 298.02</b>
Calico Industries, Inc.	\$ 278.22	
PA Paper & Supply Co.	\$ 19.80	
<b>Custodial Supplies</b>		<b>\$ 2,244.84</b>
W. A. DeHart, Inc.	\$ 172.80	
Veritiv-Harrisburg/XPEDX	\$ 902.25	
Calico Industries, Inc.	\$ 214.24	
Dauphin Electric	\$ 333.12	
LJC Distributors	\$ 375.50	
Hassinger & Co.	\$ 42.32	
PA Paper & Supply Co.	\$ 204.61	
<b>TOTAL:</b>		<b>\$ 62,595.21</b>

H. Approval of E-Rate Bids for Verizon (cellular service) and PenTeleData (Wide Area Network Service)

Consideration of approval for the following bids for e-rate:

Cellular Phone Bid:

1. Verizon - \$49.35/line/month (plus taxes/fees) – 400 shared minutes; unlimited data/texts

District WAN (Wide Area Network) Contract:

1. PenTeleData - \$630/month for (3) 1Gbps circuits between HS-MS; HS-DG, HS-CL for a five (5) year contract.

2. **PERSONNEL**

A. Conference Requests

Consideration of approval for the following conference requests:

1. Denise Route, Middle School Computer Teacher, Tammy Knowlton, High School Librarian, and Patrick Hewitt, Federal Programs Coordinator/Director of Curriculum & Instruction, to attend "Innovation Technology Collaborative", in Williamsport, PA on May 16, 2017 (approximate costs of \$273.50 to be paid from Curriculum Fund Account)
2. Erin Szentesy, High School English Teacher, to attend "AP Summer Institute", Wilkes Barre, PA on July 17-21, 2017 (approximate costs of \$905 to be paid from Curriculum Fund Account)

B. Resignation Due to Retirement

Consideration of approval to accept letter of resignation due to retirement from:

1. Judy Smithgall, High/Middle School Vocal Music Teacher, with regret, effective June 8, 2017;

C. Extra-Curricular Resignations

Consideration of approval for the following extra-curricular resignations from:

1. Erin Szentesy, as High School Yearbook Advisor / High School Yearbook Manager, effective August 1, 2017;
2. Jill Gastrock, as High School Yearbook Advisor / High School Yearbook Manager, effective August 1, 2017;
3. Leighanne Ingram, as High School Cheerleading Advisor, effective April 11, 2017;
4. Jodi L. Niver, as Dramatics-Spring Musical Director, effective April 26, 2017.

3. **STUDENT**

A. Request for Homebound Instruction

Consideration of approval for homebound instruction as follows:

1. for Student #12 HB 2016-17 as per her family physician for a period of approximately six (6) weeks, effective April 24, 2017;

B. In Lieu of Expulsion Agreement

Consideration of approval for In Lieu of Expulsion Agreement for Student #5 2016-17.

4. **OTHER**

A. 2016-17 Additions to WASD Substitute List

Consideration of approval for 2016-17 additions to WASD Substitute List as presented.

Upon a roll call vote: Mr. Cotner, aye; Mr. Feil, aye; Mr. Gastrock, aye; Mr. Hackett, aye; Ms. Sherman, aye; Mr. Hoover, aye; Mrs. Judlin, aye; Mr. Messineo, aye; Mr. Burrous, aye; Motion passed;

**XI. ACTION ITEMS:****1. ADMINISTRATION AND ORGANIZATION**

A. Northern Tier Industry Education Consortium Career Development Training Program – A motion was made by Mr. Gastrock, seconded by Mr. Hoover, to approve to enter into Career Development Training Program with Northern Tier Industry Education Consortium to provide services to WASD students for School Year 2017-18 as provided in said Program. Fee structure shall be \$1,100 per student for the first ten (10) students, \$850 per student for eleven-fifteen (11-15) students, and \$600 per student for all additional students. The District will be invoiced twice a year.

Upon a roll call vote: Mr. Burrous, aye; Mr. Messineo, aye; Mrs. Judlin, aye; Mr. Hoover, aye; Ms. Sherman, aye; Mr. Hackett, aye; Mr. Gastrock, aye; Mr. Feil, aye; Mr. Cotner, aye; Motion passed;

B. Renewal Agreement for Food Service Management Services w/Nutrition, Inc. – A motion was made by Mr. Gastrock, seconded by Mrs. Judlin, to approve the Renewal Agreement for Food Service Management Services with Nutrition, Inc. for one (1) year beginning July 1, 2017 – June 30, 2018. (Attachment XI-1B) NOTE: The Board of Directors approved the initial year of the Renewal Agreement in June 2016 which contained a clause for annual renewals for up to four (4) additional one-year period(s) which was approved by the PDE's Division of Food & Nutrition. The Nutrition Group is guaranteeing a \$45,448 profit to the District for the 2017-18 fiscal year with this Contract.

Upon a roll call vote: Mr. Hoover, aye; Mrs. Judlin, aye; Mr. Cotner, aye; Mr. Gastrock, aye; Mr. Feil, aye; Mr. Messineo, aye; Mr. Burrous, aye; Ms. Sherman, aye; Mr. Hackett, aye; Motion passed;

C. Source4Teachers Addendum to Extend Agreement- A motion was made by Mr. Gastrock, seconded by Mr. Messineo, to approve to enter into an Addendum to Extend Agreement with Source4Teachers, effective July 1, 2017 – June 30, 2018 for outsourcing services for substitute teachers and support staff services.

Upon a roll call vote: Mr. Messineo, aye; Mr. Gastrock, aye; Mr. Feil, aye; Mr. Hoover, aye; Mr. Cotner, aye; Mrs. Judlin, aye; Mr. Hackett, aye; Ms. Sherman, aye; Mr. Burrous, aye; Motion passed;

D. Resolution Approving Proposed Final Budget for Fiscal Year 7/1/2017 – 6/30/2018 – A motion was made by Mr. Gastrock, seconded by Mr. Messineo, to approve the adoption of Resolution Approving Proposed Final Budget for Fiscal Year 7/1/2017 - 6/30/2018 per Special Session Act 1 of 2006.

Upon a roll call vote: Mr. Cotner, aye; Mr. Feil, aye; Mr. Gastrock, aye; Mr. Hackett, aye; Ms. Sherman, nay; Mr. Burrous, aye; Mr. Hoover, aye; Mrs. Judlin, nay; Mr. Messineo, aye; Motion passed;

E. Creation of Committed Fund Balance Account for Athletic Field – A motion was made by Mrs. Judlin, seconded by Mr. Gastrock, to approve to create a Committed Fund Balance Account for Athletic Field. This account will be used for repairs associated with the athletic field for turf and track replacement and other related expenses to the athletic field.

Upon a roll call vote: Mr. Messineo, aye; Mrs. Judlin, aye; Mr. Hackett, nay; Mr. Hoover, aye; Mr. Burrous, aye; Ms. Sherman, aye; Mr. Gastrock, aye; Mr. Feil, aye; Mr. Cotner, aye; Motion passed;

F. Approval of Change Order of Susquehanna Valley Sound & Video LLC - A motion was made by Mr. Gastrock, seconded by Mr. Hoover, to approve Change Order from Susquehanna Valley Sound & Video LLC in the amount of \$1,390 to cover cost of additional 1200' AQ227 All Weather Speaker Wire for use on the High School Athletic Field.

Upon a roll call vote: Mr. Cotner, aye; Mr. Feil, aye; Mr. Gastrock, aye; Mr. Hackett, aye; Ms. Sherman, aye; Mr. Burrous, aye; Mr. Hoover, aye; Mrs. Judlin, aye; Mr. Messineo, aye; Motion passed;

2. **PERSONNEL**

A. Hires for Special Education Extended School Year Program – A motion was made by Ms. Sherman, seconded by Mr. Gastrock, to approve the following hires for Special Education Extended School Year Program – Summer 2017 funded with IDEA Funds:

1. Marcia Smith, Special Education Teacher (ESY life Skills), \$32.00 per hour (total maximum of twelve (12) hours per week for six (6) weeks);
2. Jessica Witmer, as Special Education Teacher, \$32.00 per hour (total maximum of sixty (60) hours);
3. Rhoda Mann, as Special Education Teacher, \$32.00 per hour (total maximum of sixty (60) hours);
4. Michelle McNett shall serve as a Substitute Special Education Teacher for the Special Education Extended School Year Program – Summer of 2017 at a rate of \$32.00 per hour as needed;
5. Jill Gianacopoulos shall serve as Speech & Therapy Teacher for the Special Education Extended School Year Program – Summer of 2017 at a rate of \$32.00 per hour as needed;
6. Brenda Ebert, Special Education Instructional Aide, \$10.91 per hour (total maximum of forty (40) hours per week for approximately ten (10) weeks);
7. Sharon Schickling, Special Education Instructional Aide, \$10.91 per hour (total maximum of sixteen (16) hours per week (2 days per week) for approximately ten (10) weeks);

Upon a roll call vote: Mr. Messineo, aye; Mr. Cotner, aye; Mrs. Judlin, aye; Mr. Hoover, aye; Mr. Feil, aye; Mr. Gastrock, aye; Mr. Hackett, aye; Ms. Sherman, aye; Mr. Burrous, aye; Motion passed;

B. Summer “Extended Work Year” Days - A motion was made by Mrs. Judlin, seconded by Ms. Sherman, to approve the following summer extended work year days at contracted per diem rates for the school year 2016-2017 / 2017-2018:

1. Matthew Rendos, High School Guidance Counselor, not to exceed twenty (20) days;
2. Tanya Harmon, High School Guidance Counselor, not to exceed twenty (20) days;
3. Shane Mascho, Middle School Guidance counselor not to exceed twenty (20) days;
4. Melanie Berndtson, High School Vocational Agriculture Teacher, not to exceed ten (10) days;

Upon a roll call vote: Mr. Hoover, aye; Mr. Cotner, aye; Mr. Messineo, aye; Mrs. Judlin, aye; Mr. Hackett, aye; Mr. Feil, aye; Mr. Gastrock, aye; Mr. Burrous, aye; Ms. Sherman, aye; Motion passed;

C. Hire of Wellsboro Area School District Crossing Guards for School Year 2016-17 – A motion was made by Mr. Gastrock, seconded by Ms. Sherman, to approve students, Laney Mattison and Jonathan Wetzel to serve as Wellsboro Area School District Crossing Guards during the school year 2016-17. Rate of pay will be \$7.25 per hour, one (1) hour per school day.

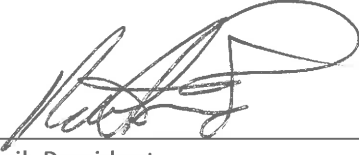
Upon a roll call vote: Mr. Cotner, aye; Mr. Feil, aye; Mr. Gastrock, aye; Mr. Hackett, aye; Ms. Sherman, aye; Mr. Burrous, aye; Mr. Hoover, aye; Mrs. Judlin, aye; Mr. Messineo, aye; Motion passed;

D. Approval of Emergency Declaration – A motion was made by Mr. Gastrock, seconded by Mr. Cotner, to approve to allow Dr. Brenda M. Freeman, Superintendent, to advise the PA Department of Education that the Wellsboro Area School District be allowed to satisfy the School Code’s 80 instruction day requirement by providing a minimum of 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level in lieu of 180 days.

Upon a roll call vote: Mr. Gastrock, aye; Mr. Feil, aye; Mr. Cotner, aye; Mr. Burrous, aye; Ms. Sherman, aye; Mr. Hoover, aye; Mr. Messineo, aye; Mrs. Judlin, aye; Mr. Hackett, aye; Motion passed;

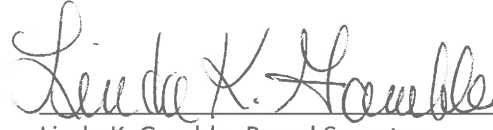
XII. Public Comment – Al Bieber, Wellsboro, PA addressed the Board concerning the tax increase for this year; He indicated he appreciated hard work by the Board and administrators in keeping the increase to 1%; however, he felt that the public should not have to “fund” the advancement of those students who are “advanced”.

XIII. Adjournment – A motion was made by Mr. Gastrock, seconded by Mr. Cotner, to adjourn the meeting at 7:31 PM.  
All ayes.



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Matthew Feil, President  
Board of Education  
Wellsboro Area School District



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Linda K. Gamble, Board Secretary  
Board of Education  
Wellsboro Area School District